

**Members Present:** Petty, Thurow, Vacant

**Absent:**

**Others Present:** Mayor Palm, Adm. Geick, E. Truman, B. Zeman, C. Haggard, K. Downing, K. Stieve, W. Peterson, M. Schauf

**Call to Order** –Ald. Petty called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Petty, seconded by Thurow to approve the minutes of November 12, 2019 and carried unanimously. Moved by Petty, seconded by Thurow to approve the agenda and carried unanimously.

**Action Items**

- a) **Accounts Payable** – Moved by Petty seconded by Thurow to recommend to Council for approval of the accounts payable for **\$1,621,547.44**. Motion carried unanimously.

- b) **Approve the 2020 Budgets:** The Committee reviewed the following budgets:

- o Alma Waite, \$26,313 Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.
- o Airport, \$320,401 Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.
- o Sanitary Sewer Utility, \$1,756,963 and set the User Charges W. Peterson noted that they are requesting a 2% increase in revenue for 2020; this equates to an increase of approximately \$6 per year for residential customers. Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.
- o Water Utility, \$2,428,591 W. Peterson explained that the budget increase is due to the significant amount of large projects planned for next year. There will be no water rate increases. They will be using some unrestricted reserve funds to balance the budget. Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.
- o Stormwater Utility, \$786,329 W. Peterson stated that there are no increases for stormwater fees. Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.
- o Tax Incremental Finance (TIF) Funds for the four Tax Incremental Districts (TIDs) C. Haggard noted that the City currently has 4 TID Districts. Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.
- o Funds with sources of revenue other than levy: C. Haggard explained that the Street Lighting Charge, new for 2020, will have its own fund. All of these funds are self-supporting funds, outside the levy.
  - a. Taxi
  - b. Street Lighting
  - c. Park Impact/Development
  - d. Public Safety Impact Fees
  - e. Lead ISL Funds
  - f. Fire Equipment Replacement
  - g. Emergency Mgmt. Equipment Fund
  - h. Land Development
  - i. Capital Equipment Fund
  - j. Liability Insurance
  - k. Unfunded Pension Liability
  - l. UW Campus
  - m. Kuenzi Estate
  - n. Library Segregated
  - o. Library Building Fund
  - p. Park Segregated
  - q. Oschner Park House
  - r. Firefighters Retirement Fund
  - s. Friends of the Library

Moved by Petty to approve all funds, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.

- o Business Improvement District budget for \$47,900 and assessments to be levied Adm. Geick noted that this budget is the same as previous years. Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.
- o Tax levy for \$8,789,324 and adopt the 2020 City Budget for a total of \$18,847,349 C. Haggard noted that this includes the General Fund family of operating, debt service, and capital. This will establish the levy of \$8,789,324. Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.

- c) **Approve the Annual Weights and Measures Assessments for 2019** City Clerk B. Zeman explained to the committee that she has found that businesses within the City of Baraboo that have register scanners are not being treated the same. Because of this, she is proposing that all businesses that have devices, such as a timer, a scale, a liquid measuring device, etc. continue to be invoiced based on the devices they have and the inspections completed by the State. These businesses will be required to obtain the annual Weights & Measures license from the City. Those businesses with only register scanners will be invoiced solely based on the inspections completed by the State and not required to obtain the Weights & Measures license. For these businesses, any business that does not have an inspection will not receive an invoice. Any business within the City of Baraboo that has either a device or a register

scanner can be inspected by the State. Moved by Petty, seconded by Thurow to recommend to Council for approval. Motion carried unanimously.

- d) **Approve writing off uncollectible accounts** The Committee reviewed the list of uncollectible accounts indicating \$1,669.23 of medical transport fees and \$105.05 of CDA accounts receivable. Moved by Petty, seconded by Thurow and carried unanimously to write off the uncollectible accounts.
- e) **Appoint CSOs John Statz and Allison Goetz as Humane Officer for the City of Baraboo** Chief M. Schauf explained that per State Statutes, with final approval from the Common Council, he can appoint a Humane Officer. Because this became effective December 1, 1999 and we have not had to re-certify a humane officer since 1997, we were not aware of the requirement for this official appointment. Moved by Petty, seconded by Thurow to recommend the appointment of Humane Officers to Council for approval. Motion carried unanimously.

**Informational Items** – None.

**Adjournment** – Moved by Petty, seconded by Thurow and carried to adjourn at 6:19pm.  
Brenda Zeman, City Clerk